



DEPARTMENT OF THE AIR FORCE
PACIFIC AIR FORCES

12 4 NOV 2003

MEMORANDUM FOR RESIDENTS IN HOUSING UNITS TO BE PRIVATIZED

FROM: 15 MSG/CC
800 Scott Circle
Hickam AFB HI 96853-5328

SUBJECT: Housing Privatization Transition Activities

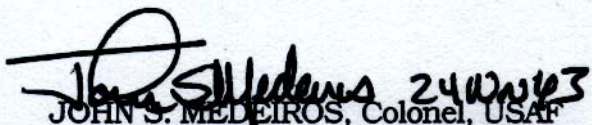
1. It was recently announced that Actus Lend Lease (Actus) was selected as the private developer to be responsible for the operation and maintenance of 1,356 family housing units on Hickam AFB. The actual conveyance of property is projected for 1 February 2004. Actus possesses a wealth of experience in managing housing communities as well as in-home construction. They will revitalize our homes to Air Force standards much faster than if we had to depend on traditional military construction funds.

2. I want to inform you of the upcoming activities designed to help make the transition to privatization a smooth one for you and your family.

a. Actus will soon notify you of neighborhood meetings scheduled in December to explain the lease and tenant responsibilities. At the conclusion of the meeting, you will be asked to sign three documents: (1) a month-to-month lease, (2) a Basic Allowance for Housing start form, and (3) a military pay allotment form to pay rent. If you are unable to attend your designated session, please contact the housing privatization office to make other arrangements. In resident's absence, their designated representative may sign the documents on their behalf upon completion of a power of attorney.

b. Also in November and December, representatives from Hickam AFB and Actus will need to walk through your home to assess its physical condition. A representative from Mitsunaga & Associates, Inc. will be contacting you to schedule an appointment. A person, 18 years or older, must be available at your home one hour prior to your designated time. The inspection is expected to take no more than 20 minutes.

3. Please direct any questions regarding these transition activities to Mrs. Cheryl Alakai or Mr. Darryl Nii at 448-3965, or see the latest information and documents at the following website: (<http://www2.hickam.af.mil/housing/PrivMH/index.htm>)


JOHN S. MEDEIROS, Colonel, USAF
Commander, 15th Mission Support Group